

California Department of Veterans Affairs



Honoring California's Veterans

- Classification:** Associate Governmental Program Analyst (\$4,255-\$5,172)
24-Month Limited Term, Full Time
- Location:** Department of Veterans Affairs
1227 O Street, Sacramento, CA
- Who Should Apply:** Current State employees within these classifications or those who are eligible on a certification list, transfers, or reinstatements. SROA/SURPLUS PROVISIONS APPLY.
- Duties and Responsibilities:** *Under the direction and supervision of the Administrative Lead, this position is an Associate Governmental Program Analyst, which is the materials management Subject Matter Expert (SME) for the Enterprise-wide Veterans Homes Information Systems (Ew-VHIS) Project. Duties performed by this position are at the expert level and are accountable for complex technical analytical work assignments. Incumbent is expected to demonstrate a high level of knowledge related to methods and principles of materials management with its related Federal, State, and Joint Commission on Accreditation of Healthcare Organizations (JCAHO) requirements in performing duties that will include, but are not limited to, the following:*
- Conduct and document business process assessments; analyze and assess existing business systems, processes, procedures, and functional requirements; develop future process design for long-term care and acute levels of care
 - Work with materials management as well as other staff to obtain program, interface, form, and report specifications; work with ISD staff in the design and implementation of these specifications for the new Ew-VHIS
 - Plan, design, prepare and coordinate Ew-VHIS application training to all system users
 - Participate in system implementation and data conversion processes; create data dictionaries related to materials management
 - Provide expert level of materials management guidance to information services staff as it relates to Federal, State and JCAHO requirements
 - Ability to travel
- Desirable Qualifications:**
- Excellent organizational, analytical, and interpersonal skills
 - High degree of initiative and ability to work independently, as well as in a team environment
 - Experience in or knowledge of systems development and implementation
 - Ability to learn data processing and system-oriented concepts and language
 - Ability to adjust to changing work assignments and priorities
 - Goal oriented, conscious of timelines and due dates
 - Excellent communication skills
 - Experience with personal computers and Microsoft Office Suite
- Reasons to apply for/accept a position with the Ew-VHIS Project Team:**
- You will have a unique opportunity to participate in a business-critical project learning new technology that will improve the care quality for Veterans living at all CDVA Veterans Homes
 - You will work closely with dedicated professionals while adding major project implementation skills to your work experience
 - You will gain valuable, cutting edge IT competencies and acquire experience that will be marketable statewide
- How to Apply:** Candidates should submit a State Application (STD. 678) and résumé to:
Department of Veterans Affairs
1227 O Street, Room 402
Sacramento, CA 95814
Attn: Jason Drenik
- Inquiries:**
Voice: (916) 653-2535
TDD: (916) 653-1966
- Reference M-80 # 012-07/08**

In Line #12 on the State Application, you must clearly indicate the basis of your eligibility; i.e., List, Transfer, SROA, Surplus, Re-employment, or Reinstatement. Failure to do so could result in being rejected from the interview process.

Final Filing Date: Until Filled

AN EQUAL OPPORTUNITY EMPLOYER - EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION. PER MILITARY AND VETERANS CODE, SECTION 80, WHENEVER POSSIBLE, PREFERENCE SHALL BE GIVEN TO VETERANS FOR EMPLOYMENT IN THE DEPARTMENT OF VETERANS AFFAIRS. IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS. APPLICATIONS WILL BE SCREENED AND ONLY THE MOST QUALIFIED WILL BE INTERVIEWED.

RELEASED: 7/10/2007